

## **SUPPORTING STATEMENT**

### **Fixed Residential Moving Cost Schedule**

#### **INTRODUCTION**

This is to request OMB's renewed three-year approved clearance for the information collection entitled, Fixed Moving Cost Schedule.

#### **Part A. Justification.**

##### **1. Circumstances that make collection of information necessary.**

The Fixed Residential Moving Cost Schedule (Schedule) is established by Section 202(b) of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (Uniform Act). Section 24.302 of Title 49 of the Code of Federal Regulations (CFR), effective January 2005, requires the Schedule to be approved by the Federal Highway Administration (FHWA) and published in the Federal Register on a periodic basis. The FHWA wants to collect any proposed adjustments to the amounts shown in the current Schedule from each State. The information collected is necessary to ensure that the benefit amounts provided in the Schedule reflect adjustments for inflation and other similar impacts, which if not for an adjustment to address these factors would diminish the ability of the benefit to meet the needs of those displaced by a federally funded or assisted public project. These amounts vary by location. The information collection addresses the problem of requesting each State to review the current amounts shown in the Schedule, and gather from them any adjustments that may be needed for the Schedule to be published by FHWA on its public website. The FHWA will collect this information to address the problem of making needed adjustments to the Schedule moving cost amounts.

##### **2. How, by whom, and for what purpose is the information used.**

The FHWA will collect this information from each of the State Transportation Agencies, to include the District of Columbia and Puerto Rico. The information is submitted by the State Transportation Agencies through the FHWA Division Offices to the FHWA's Office Real Estate Services. The Schedule is used to determine a payment for residential moving and related expenses for persons displaced by a federally funded project. The information will be used to update the Schedule to ensure the payment amounts remain reflective of current actual costs for residential moving expenses and to publish the Fixed Residential Moving Cost Schedule for use by FHWA and the other 17 Federal Agencies operating under the Uniform Act, State Transportation Agencies, Local Public Agencies and consultant representatives of those Agencies. The information is used to determine a payment for moving and related expenses for persons displaced by a federally funded project.

##### **3. Extent of automated information collection.**

Changes to the Fixed Residential Moving Cost Schedule will be requested via e-mail, as all State Transportation Agencies have integrated currently available technology into their business

practices, and it is anticipated that all of the applications for adjustments to the Schedule will be submitted via e-mail.

**4. Efforts to identify duplication.**

There is no duplication or existing source for the information to be collected.

**5. Efforts to minimize the burden on small businesses.**

Collection is limited to State Transportation Agencies and there is no burden on small business.

**6. Impact of less frequent collection of information.**

Information is collected approximately once every three years, to administer the UA program. The information provides support for determinations to adjust benefit amounts shown on the Schedule. These determinations ensure that the benefits provided can be adjusted for inflation and other effects so that the benefits provided meet the needs of those displaced by a federally funded or assisted public project. Collecting the information less frequently may create financial burdens for those displaced by federally funded and assisted public projects. In order to provide fair and equitable treatment to displaced persons, this information cannot be collected less frequently.

**7. Special circumstances.**

None

**8. Compliance with 5 CFR 1320.8:**

A Federal Register notice was published on February 7, 2019, which solicited public comments on the intention of the FHWA to seek renewal of this information collection. No comments were received.

**9. Payments or gifts to respondents.**

Not applicable.

**10. Assurance of confidentiality:**

The information will only be used for administration of Uniform Act Relocation Program for residential moving and related expenses. The FHWA will not providing an assurance of confidentiality.

**11. Justification for collection of sensitive information:**

No sensitive information will be collected.

**12. Estimate of burden hours for information requested:**

Respondents are limited to State Departments of Transportations (52, including the District of Columbia and Puerto Rico). It is anticipated that FHWA will receive 52 total responses over the 3-year approval period. Each response will take an estimated 24 hours, totaling 416 hours annually. 1248 hours total.

The average hourly wage for managers in State government is approximately \$43.<sup>1</sup> To account for the cost of employer provided benefits, we multiply the wage rate by a factor of 1.5 to arrive at \$64.23. The annual cost for all responses at 416 hours multiplied by \$64.23 is \$26,719.68.

**13. Estimate of total annual cost to respondents.**

There are no costs to respondents.

**14. Estimate of cost to the Federal government.**

There are no costs to the Federal Government.

**15. Explanation of program changes or adjustments.**

There are no program changes.

**16. Publication of results of data collection.**

The updated Fixed Residential Moving Cost Schedule will be published on the FHWA Office of Real Estate Services website.

**17. Approval for not displaying the expiration date of OMB approval.**

Not applicable.

**18. Exceptions to certification statement.**

Not applicable.

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<sup>1</sup> BLS Employer Costs for Employee Compensation, March 2015, Table 3 State and Local Government, Management, Professional, and Related. For this group, 66.7 percent of employee compensation is wages and the remainder is the cost of benefits which suggests that one should factor wages by 1.5 (66.7%/33.3%) to estimate the total cost of compensation.